

Kootenai JSEC Minutes
January 17, 2007

Attending:

Alana Messenbrink – Libby Dam

Jamie Brebner – Homesteader's

Pam Rhodes – Achievements

Randy Holm – HRDC

Mark Clark – Flathead Valley CDC

Mike Shoquist – Flathead Workforce Ctr.

Sandy Matheny – Guest

Vicki George, Homesteader's

Andrea Wandler, FVCC_LCC

Chris Erickson – City of Libby

Pat Pezzelle – FVCC-LCC

Johnette Watkins – Kootenai Workforce Ct

Welcome & Round-Table Introductions: Pat opened the meeting with introductions.

Treasurer's Report: Andrea reported that our Savings Account has a balance of \$1096.04 and our Checking Account has \$448.77. She noted that our total intake for the Mark Willmarth seminar was \$1155.00 and we paid out \$909.20 for the speaker, \$75.73 for supplies and \$50.00 for Advertising. Total expenses were \$1034.93 for a profit of \$120.07.

Administrator's Employee of the Year Award Nomination – Pat announced that Johnette had been nominated for this award and that several people in the community had written letters supporting this nomination.

Business Updates

Annual State JSEC Convention - Johnette announced that the Workforce Services Division, Central Office Management have committed to making this year's State JSEC Convention in Bozeman a "premier event" of Extreme Value to employers. This event will be at the Hilton Garden Inn beginning on May 21, 2007. The Monday evening Registration & Reception will be held at the Museum of the Rockies and will include Dinner and a Planetarium Show!

The Keynote Speaker will be John G. Miller, a nationally recognized speaker and author on "Helping Organizations Make Personal Accountability a Core Value". As an added bonus, attendees will receive a copy of John's new book, "Flipping the Switch, Unleash the Power of Personal Accountability Using the QBQ". Johnette will send out a link to the QBQ web site and additional information on the conference.

Other planned presentations include; "Transitional Employment", "Employment Law Updates", the "Essentials of Marketing" and "Why Labor Market Information is Important For Business". There will also be a panel discussion on "Hiring, Retention & Expansion".

This conference is FREE for JSEC members and Job Service and JSEC are committed to covering all or part of the cost of travel and lodging for any JSEC members who would like to attend.

New Minimum Wage – Posters/Stickers –Johnette handed out an information sheet about the new minimum wage law with stickers to update the employment law posters. She also brought updated posters for those who need them.

Pending Employment Legislation – Johnette talked briefly about some of the pending employment legislation including the "Hostile Work Environment" bill and how that might impact employers.

Youth Outreach Committee: Debi Davidson

Becky O'Brien – Director of Nursing, Libby Care Center

Alana Messenbrink – US Army Corps of Engineers, Libby Dam
Louise Hopkins – St. John's Lutheran Hospital
Debi Davidson – KRDC
Helen Clark – U of M, E:ABC's
Pam Rhodes – Achievements
Diana Miller – Libby High School

Debi was not able to make this meeting. Alana and Johnette briefed the group on the Youth Outreach activities including the "Hot Jobs" project and the upcoming Community Job Fair. Johnette noted that they need to meet with Dianna Miller to set dates and details before proceeding with these projects.

Professional Development Committee: Pat Pezzelle

Pat Pezzelle – FVCC, LCC

Johnette Watkins – Kootenai Job Service

Maria Clemons – LC Community Health Center

Jessica Conrad – Mines Management/Montanore Mine

Louise Rice – Libby Area Chamber of Commerce

Chris Erickson – City of Libby

Pat stated that there are several things for the group to consider in regards to seminar policies.

Refund Policy – We need to determine a policy for Refunds that we can publish with our advertising for events. He gave options for a possible refund policy. Discussion followed and the group voted and approved the following policy:

- No Show – No Refund
- 50% Refund w/ Cancellation More than 5 Days in Advance
- 75% Refund w/ Cancellation 5 Days or more in Advance.

Drawing for Free Admission – We held a drawing at the JSEC meeting prior to the seminar for one free admission. Do we want to continue this? Discussion ensued and the group voted to continue with this practice.

Free Attendance for Job Service – Pat noted that JSEC's throughout the state have widely varying policies about charging, or not charging, for Job Service staff and JSEC coordinators to attend seminars. Some charge all who attend, some allow the JSEC Coordinator to attend for free and others allow any Job Service staff to attend for free. Quite a bit of discussion was held on this topic. The group voted to permit the JSEC Coordinator to attend for free and to allow any other Job Service staff to attend free if there are unfilled seats.

Spring Seminar – The Professional Development Committee is meeting Friday to plan the Spring Seminar. Johnette has contacted Daniel Johns, an attorney in the Flathead, who did a very good presentation on "Privacy in the Workplace and Employee Monitoring" to see if he would be able to do something similar in Libby.

Building Blocks Series – The group would still like to implement a Building Blocks series similar to the one that the Flathead does. This is still in the planning stage.

Speaker/Presentation – "Who is Gen Y and Why Should I Care?"

Alana Messenbrink, U.S. Army Corps of Engineers, Libby Dam gave a fascinating power point presentation about Generation Y in the Workplace. Alana, who is a Gen X'r, who directly supervises Boomers, Gen X'rs and Gen Y's, had some interesting observations to share. Thank you, Alana!!

What's New At Job Service?

Job Postings - Johnette stated that this winter was more typical than the past couple winters, in that the Job Postings have slowed to about half what they were in the busy season.

Montanore Mining Jobs – Montanore Minerals Corporation has posted their first few positions and are interviewing now for Experienced Underground Miner and Heavy Equipment Operator/Mechanic. They received 60 applications for these first few job postings which required 10 years of underground experience. They hope to make some hiring decisions by the end of the month and hope to add a couple people per month to their operation starting in the spring to hopefully have 20-25 employed by this time next year.

New “Generic” Application – Job Service is using a new application which replaces the Private Sector and the Generic Application with no Social Security Number required.

Management Changes – Mike Shoquist announced that Patti McCubbins will probably not be returning to the Flathead management team and that he, Pat Hulla and Debbie Krantz will be dividing up the management duties. Mike will be directly supervising the Kootenai Workforce Center Employment Services staff.

Rick Maher Training – Mike talked about the training that the majority of Job Service staff attended recently in Helena. Rick Maher is very influential with Emily De Rocco and the future of the Workforce Services system. This training focused on the importance of being relevant and of value to the business community.

Flathead County-Wide Job Fair – Mike announced that they will be holding a large Job Fair in the Flathead on a Friday and Saturday in late March or early April. Applicants from surrounding counties will be encouraged to attend. He will provide additional information as it becomes available.

Community Management Team:

Mike Shoquist talked about the drive to certify as many One-Stop Centers as possible around the state and the role the CMT’s play in this. He is looking into the possibility of having the Kootenai Workforce Center added under the Flathead One-Stop certification. He talked about the importance of the One-Stop designation for funding and WIA services.

Meeting Adjourned - Next Meeting: February 21, 2007